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**From:** SCHOOL FINANCE [INBOX]  
**Sent:** Thursday, August 30, 2007 4:04 PM  
**Subject:** STaR Team SAIS Bulletin No. 3 (FY08)

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Arizona Department of Education  
System Training and Response (STaR) Team  
<http://www.ade.az.gov/schoolfinance/star>

STaR Team Bulletin No. 3 (FY08) – New SAIS Requirements for Special Education posted to the SAIS Information Series  
Thursday, August 30, 2007

The SAIS Information Series on the STaR Team website has been updated with a new document:

- Document 18 - **[New SAIS Requirements for SPED - Fiscal Year 2008](#)** - This document is intended to describe changes to SAIS reporting requirements for fiscal year 2008 regarding Special Education data submissions.

The document highlights and provides necessary detail regarding changes in SAIS relating to Special Education program participation that were announced and discussed during STaR Team workshops held in May 2007. Additionally, information is included regarding the recent decision to eliminate collection of data related to the Initial IEP for a student entering preschool for the first time.

As of this date and time, if an Initial IEP transaction (Transaction 21) is included in a SAIS submission file for any fiscal year, the file is rejected as invalid by SAIS. ADE is aware that failing files containing Initial IEP transactions was not the intended outcome and is working to remedy the situation so that submitting Initial IEP transactions will not cause a file level failure. However, we wish to make it clear that the information previously collected in the Initial IEP transaction is no longer required to reside in SAIS for **any** fiscal year. Therefore, it is no longer necessary to submit the Initial IEP transaction under any circumstances for any fiscal year. We would recommend that such transactions no longer be included in SAIS submission files and that school district personnel who submit data to SAIS, take whatever steps are necessary, including seeking appropriate assistance from their student management system vendor, to exclude such transactions from SAIS submission files.

The ADE Exceptional Student Services Section has confirmed that no record of an Initial IEP for any student at any grade level for any fiscal year is required to exist in SAIS and that preschool students with disabilities will no longer be excluded from the December 1 Federal Special Education Census because no record of an Initial IEP exists.

*Whenever you have immediate need for assistance with specific issues related to SAIS, please visit our web site at <http://www.ade.az.gov/schoolfinance/star/> and click on "Request for SAIS Training and Assistance."*